

**POLSON RURAL FIRE DISTRICT
PUBLIC HEARING
AND
BOARD MEETING MINUTES**

Fairgrounds Fire Station No. 1

August 14, 2019

6:00 p.m.

Notice: All meetings for the Polson Rural Fire District Board of Trustees are recorded.

Board trustees present: Fred Nelson, John Doty, Dick Wunderlich, Ron Roberts.

Board trustee absent: R. Jack Clapp, excused.

Staff: Fire Chief Gordon R. Gieser, Secretary/Treasurer Bonnie M. Manicke.

Guests/Visitors: Alison Meslin, Matt Dougherty, Lee Engbretson, Kelly Gieser, Darline Hoyt, Ross Hoyt, Jeff Veach. Membership Association President.

Call to Order {00:08} – Chair Nelson called the meeting to order. The Pledge of Allegiance was recited. The meeting was turned over to Trustee Wunderlich, Budget Committee Chair to discuss the FY 2019-2020 proposed final budget.

Public Hearing {00:49} – Trustee Wunderlich noted the public hearing for the preliminary budget was held July 24th. A few changes were made. The final budget public hearing is this evening. Chair Nelson suggested the changes reviewed.

Operating Fund #7245 Budget – The tax revenue per mill increased. The mill levy increase is applied to capital expenditure line item equipment retro-fitting \$14,000. Line item #210 fuel increase \$500 for a total line item \$9,500.

5-mill Voted Levy Fund #7244 Budget - The tax revenue per mill increased. The increase revenue is \$6,555 and increase expenditure capital outlay truck equipment/major equipment in the amount of \$6,555.

Capital Improvement Fund #7246 Budget – Same as preliminary budget.

The anticipated revenue in the operating budget may be reduced. The estimated DNRC wildland response revenue \$25,500 may not be received. The budget indicates an adequate reserve to offset the budget reductions. Trustee Wunderlich contacted Scott Beggs, Lake County Finance Officer regarding the increase in revenue for equipment retro-fitting. Chair Nelson contacted the Commissioners stating rural fire is in the process of building two tenders. Chief Gieser screened equipment for the county. The commissioners are pleased with the rural activities and generous support in acquiring equipment. Trustee Wunderlich thanked Trustee Doty, Chief Gieser, Alison Meslin, Bonnie Manicke, and Jeff Veach Membership President for completing a working budget.

Chair Nelson asked for public comment. Public comment: None. Board comment: None. **Trustee Wunderlich motion to adopt the FY 2019-2020 final budget for Fund #7245 Operating, Fund #7244 5-mill voted levy, and Fund #7246 Capital Improvements. Trustee Doty second. Motion passed unanimously by voice vote.** The budget was adopted by resolution 2019-02. Chair Nelson thanked the budget committee for preparing the budget.

FY 2020 Final Budget hearing closed 6:07 p.m.

572950

Open regular monthly meeting

Minutes July 24, 2019 {07:10} – **Trustee Wunderlich motion to approve the July 24, 2019 minutes. Trustee Roberts second.** Public comment: none. **Motion passed unanimously by voice vote.**

Communications {08:02} – None.

Claims {08:14} – The Knox Box is a residential key entry for the fire department. Following installation a check was received from the resident for the Knox Box. The program cable is for the in house radio upgrade. The maintenance at Big Arm is for lawn mowing. **Trustee Wunderlich motion to pay bills. Trustee Doty second.** Public comment: none. **Motion passed unanimously by voice vote.**

TREASURY REPORT FOR MONTH ENDING JULY 31, 2019 {10:30} –
Lake County Treasurer reports July, 2019 posted and balanced.

FUND # 7245 Operating Fund	\$ 78,526.85
FUND # 7244 Voted Levy (5 mills with sunset)	\$ 55,145.00
FUND # 7246 Capital Improvement Fund	\$ 148,897.57
FUND # 7243 Voted Levy Operating Fund	\$.14

A June 30th, year end entry transferred \$31.85 to Operating Fund.

8/14/19 Check numbers 7218 - 7236 , both inclusive	\$ 5,882.24
--	-------------

Represents July, 2019 claims. Approved August 14, 2019

Public Safety:

Fire Chief payroll July 19, August 2, 2019 (gross)	\$3,384.62
Employer expense match SS & Medicare	\$ 258 92
Quick books processing fee	\$ 3.50
Total Total July, 2019 payroll	\$3,647.04

Davis & Brown CPA's

Reporting Agent Authorization form 8655 to sign by Chair Nelson. The form authorizes the accounting firm to complete payroll tax returns.

Energy Partners Prepay propane contract – Chair Nelson requested Bonnie contact Energy Partners to verify the credit balance.

Chief Gieser Retro-pay – The pay period which included July 1-3 did not calculate the FY 2019-2020 pay increase. Bonnie advised Davis & Brown of the pay increase in June. Bonnie will contact Davis & Brown for the retro pay adjustment. **Trustee Wunderlich motion to approve July 31, 2019 treasury report. Trustee Doty second.** Public comment: none. **Motion passed unanimously by voice vote.** Chair Nelson thanked Bonnie for the update.

CHIEF'S REPORT

Capital Project WT-310 {15:52} - Heiman Fire completed the WT-310 project. The unit will be ready for pick up the week of August 26th. Invoices for final payment to Heiman and G3 Fire will be forwarded to issue checks. Membership will issue a \$10,000 check to Polson Rural Fire for a portion of the unit upgrade. Polson Rural Fire will issue the checks to Heiman and G3. Chief Gieser will inspect the truck on site and provide the checks for payment in full.

Capital Project Station #4 36300 Caffrey Road {20:15} -

Cole Blackwell general contractor for Station 4 construction provided the update. Cole apologized on behalf of Blackwell Enterprises regarding the concrete grade for the floor drains. The sub-contractor is responsible for the repair additionally to date the concrete floor was repaired. The building delivery order is back logged two weeks; so the steel will not be sitting on the ground. The building is scheduled to arrive the end of August. The cut insulation is in a Spokane warehouse waiting delivery to the building site. The four concrete cuts were 12'X26.3' rectangles. All the pressure checks checked out with extra time for an additional inspection. The concrete repair will set for two weeks. The warranty for the building and concrete floor is three years. Current pictures of the project were reviewed. The trenching and conduit for electrical installation will be completed by Blackwell Enterprises. The building will be enclosed within one and a half weeks. Projected completion of the building is September 30th. Chair Nelson thanked Cole for the additional unforeseen repairs and the special service to the district. Cole appreciates the board working through the repair issue.

{30:30} - Chief's report is for 21 days. Noting July 24th meeting included a portion of the July activity.

Response 1). Medical lift assist 38941 Baypoint Lane; 2). Lightning strike fire Walking Horse Lane; 3). Wildland fire mile marker 67 Highway 93; 4). Lightning strike fire North of Bullpine Road; 5). Smoke alarm 38623 Kings Point Road; 6). Lightning strike fire 28618 White Swan Road; 7). Hay bale on fire 40979 Valley View Road; 8). Illegal burn Fulkerson's Corner; 9). Vehicle vs deer Back Road and North Reservoir Road; 10). Lift assist 28253 Rocky Point Lane; 11). Vehicle vs deer 36030 Memory Lane; 12). Vehicle rollover Caffrey and North Reservoir Road; 13). Fire alarm 34870 Rocky Point Road; 14). Possible bicycle accident 42535 Highway 93 North; 15). Fire alarm 33934 Gingras Springs Road; 16). Mutual aid for a structure fire 1200 5th Street Polson; 17). Motor vehicle accident 47942 Highway 93; 18). Grass fire 39882 Buffalo Bridge Road; 19). Trees on power lines 39643 Highway 93; 20). Fire alarm 31395 Grinde Bay Lane; 21). Ambulance lift assist 41766 Armo Villa Lane; 22). Vehicle accident MM 4 Highway 35; 23). Possible grass fire Polson Hill; 24). Gas alarm 38385 Green Mountain Road; 25). Lift assist 35078 Bennington Lane; 26). Motor vehicle accident 31308 Loon Lake Ranch Road; 27). Vehicle rollover 40663 Irvine Flats Road; 28). Power lines down Dupuis Road; 29). Power lines down Turtle Lake Road; 30). Tree down on a shop 37729 Lookout Lane; 31). Stump on fire MM 67.5 Highway 93; 32). Fire alarm 37325 Highway 35; 33). Lift assist 35078 Bennington Lane.

Administration

Station tour for Early Childhood Development by Matt Dougherty.
Research propane set back codes with state fire marshal
Knox box installation 29350 Black Point Road
Tour propane installation proposal at 38623 Kings Point Road

Repair and maintenance

E-333 reprogram mobile radio, repair scene star pole light, replace d/s rear brake rotor and rear brake pads, add rear differential fluid

Service Freightliner transport tractor

Haul shop waste oil

E-313 repair chainsaw

WT-319 rebuild d/s 2 1/2 discharge valve

Alison Meslin requested a report on the lighting strike at Walking Horse Lane. Chief Gieser indicated Rural Fire responded. Salish and Kootenai Division of Fire contained the minimal fire.

Chair Nelson thanked Chief Gieser for the report.

MEMBERSHIP REPORT {38:24} – Chair Jeff Veach presented the membership report.

Membership is planning a family dinner night. The membership and chief plan to work more efficiently to review purchases. Members continue to work the car races. WT-310 operations training by Chief Gieser August 13th. Trustee Roberts noted the family dinner night was held in the past and is a social event for the department. Public comment: none.

Chair Nelson thanked Jeff for the report.

Old Business: {41:00}

~~~ None ~~~

**New Business:** {41:10}

~~~ None ~~~

Trustee Roberts commented George Gill attended the July meeting and expressed an interest in joining the volunteer fire department. Chief Gieser and Matt Dougherty followed up with Mr. Gill after the meeting. He plans to close a business in eastern Montana and relocate in the area in a projected six month window. Alison Meslin commented Mr. Gill will be a good asset to the department.

Public input on non-agenda items: {43:25} – None.

Chair Nelson will be absent at the September 11th meeting. Vice-chair Doty will chair the meeting. Chief Gieser commented the tender 310 will be in house for the meeting. Chair Nelson is positive the fund #7245 operating fund budget mill levy will be allocated..

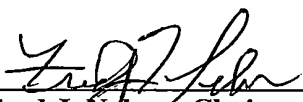
**Next regular scheduled meeting September 11, 2019 6:00 p.m.
location Fairgrounds Fire Station No. 1**

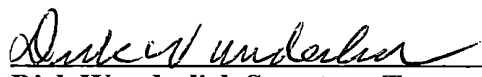
ADJOURN: {44:52} – Trustee Roberts motion to adjourn. Trustee Wunderlich second.
Motion passed unanimously by voice vote.

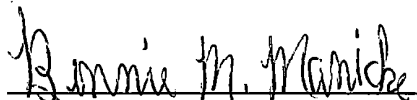
Chair Nelson thanked everyone for attending.

ADJOURN: 6:50 p.m.

572950


Fred J. Nelson, Chair


Dick Wunderlich Secretary-Treasurer


Bonnie M. Manicke, Recorder

AGENDA

Polson Rural Fire District Trustees Monthly Meeting

WEDNESDAY AUGUST 14, 2019 6:00 p.m.

Station No. 1 Fairgrounds Station

25-B Regatta Rd.

Polson, MT 59860

Station 1 Phone 406 883 4244

Website: lakemt.gov/prfd

* CALL TO ORDER

* PUBLIC HEARING

6:00 P.M. PUBLIC HEARING-ADOPT FINAL BUDGET FY 2019-2020

TRUSTEE WUNDERLICH, BUDGET COMMITTEE CHAIR

PUBLIC COMMENT ON FY 2019-2020 FINAL BUDGET

CLOSE PUBLIC HEARING

• OPEN MONTHLY MEETING

ADOPT FY 2019-2020 FINAL BUDGET BY RESOLUTION NUMBER 2019-02

* TRUSTEES MEETING INCLUDES: COMMENT BY RAISING YOUR HAND

REVIEW MINUTES JULY 24, 2019

BONNIE

COMMUNICATIONS

BONNIE

REVIEW & APPROVE CLAIMS

CHIEF GIESER & BONNIE

TREASURER'S REPORT

BONNIE

CHIEF'S REPORT INCLUDES BLDG & TENDER

CHIEF GIESER

MEMBERSHIP REPORT

CHAIR JEFF VEACH

• OLD BUSINESS

COMMENT BY RAISING YOUR HAND

• NEW BUSINESS

COMMENT BY RAISING YOUR HAND

• PUBLIC INPUT ON NON AGENDA ITEMS

ADJOURN

ALL RESIDENTS OF THE POLSON RURAL FIRE DISTRICT ARE ENCOURAGED TO
ATTEND AND PROVIDE HELPFULL COMMENTS.

ALL ITEMS TO BE ON THE AGENDA MUST BE SUBMITTED 10 DAYS IN ADVANCE.

572950

Interim claims – Capital Project – WT-#310
08/23/19

| Date | Account | Num | Description | Memo | Category | Amount |
|--------------|------------------------|------|------------------|---|---------------------------------|------------------|
| 8/23/2019 | #7245 POLSON RURAL OP. | 7237 | Heiman Fire, Inc | Inv#713877 Pymt #2-FINAL on contract U#310 Flatbed Tanker w/specs | 956 Truck#310 2008 Freightliner | -59802.75 |
| 8/23/2019 | #7245 POLSON RURAL OP. | 7238 | G3 Fire, LLC | Inv#3226 Pymt #2- FINAL on contract U#310 Inst & plumb parts | 956 Truck#310 2008 Freightliner | -21074.25 |
| TOTAL | | | | | | -80877.00 |

Polson Rural Fire District Fund #7245
August, 2019 Claims Approved September 11, 2019 mail 9/12/19
Polson Rural Fire District Fund #7245

| Num | Description | Memo | Category | Amount |
|------|---------------------------------|---|--|---------|
| 7239 | Century Link | Acct#411978591 883-4244 Fairgrounds Stn #1 landline | 317 Phone (Landline) - Fairgrounds Stn | -63.53 |
| 7240 | City Of Polson | Utility Billing Acct 7304 FairgroundsStnFillSpout | 316 Water Fill Spout - Fairgrounds Stri. | -61.34 |
| 7241 | S Davis & Brown CPAs PC | Inv#4689 8/14/19 run pyrl w/reports | 345 Payroll Accounting FireChiefSalary | -17.64 |
| | | nv#4689 8/15/19 Chief retro pay w/rpts | 345 Payroll Accounting FireChiefSalary | -32.76 |
| | | Inv#4689 8/20/19 workers comp report | 345 Payroll Accounting FireChiefSalary | -25.20 |
| | | Inv#4689 8/22/19 volunteer payroll to MT State Fund | 345 Payroll Accounting FireChiefSalary | -34.65 |
| | | Inv#4689 8/28/19 run pyrl w/reports & MT State w/h tax pymt | 345 Payroll Accounting FireChiefSalary | -28.35 |
| 7242 | Don Aadsen Ford | Inv #73691 E#333 reservoir asy | 211 Vehicle Repair & Maint Supplies | -322.14 |
| 7243 | S First Bank Card | 7/31/19 FeldFire CLLS clappered SiameseValve | 201 Operating Supplies | -319.95 |
| | | Postage | 201 Operating Supplies | -17.82 |
| 7244 | S Gordon Gieser | 8/26/19 lodging Mitchell, SD | 333 Travel Reimbursement | -131.22 |
| | | 8/25/19 McDonald's Msla | 333 Travel Reimbursement | -5.20 |
| | | 8/25/19 Olive Garden Billings | 333 Travel Reimbursement | -15.28 |
| | | 8/26/19 Whiskey Creek Mitchell, SD | 333 Travel Reimbursement | -33.72 |
| | | 8/27/19 Ditty's SD | 333 Travel Reimbursement | -9.07 |
| | | 8/27/19 Cross Roads Belle Fourche, SD | 333 Travel Reimbursement | -13.96 |
| | | 8/28/19 Hardee's Hardin, MT | 333 Travel Reimbursement | -6.78 |
| | | 8/28/19 Wheat Montana Three Forks, MT | 333 Travel Reimbursement | -9.85 |
| 7245 | S Mission Valley Power | Location #2806820000 | 302 Electricity - Big Arm Station | -76.43 |
| | | Location #2876820001;2876820002 {1-security light} | 302 Electricity - Big Arm Station | -13.07 |
| | | Location #2400744000 | 315 Electricity - Fairgrounds Station | -128.90 |
| 7246 | S Mission Valley Security, Inc. | Invoice #18834 on site service call .75 hr | 320 Repairs & Maint. Fairgrounds Stn | -48.75 |
| | | Invoice #18834 1-Replaced door access card reader | 320 Repairs & Maint. Fairgrounds Stn | -93.13 |
| 7247 | S Montana Ace Polson | Inv 225282708 stihl mtr oil 1/2 gal | 201 Operating Supplies | -15.99 |
| | | Inv 225286364 E-308 keys for Big Arm State Park | 201 Operating Supplies | -7.00 |
| 7248 | Montana State Fund | Policy #03-434961-3 Inv#12852106AddlPremFFPyrlWorkCom | 506 Worker's Compensation | -879.15 |

572950

| Num | Description | Memo | Category | Amount |
|--------|------------------------------|---|---|----------|
| 7249 | S North Ridge Fire Equipment | 8' suction hose | 211 Vehicle Repair & Maint Supplies | -24.56 |
| | | 1-2" female cam x barb | 211 Vehicle Repair & Maint Supplies | -8.95 |
| | | 1-2" male cam x barb | 211 Vehicle Repair & Maint Supplies | -4.95 |
| | | 1-running board mount | 211 Vehicle Repair & Maint Supplies | -42.95 |
| 7250 | S Polson Auto Parts, Inc. | Inv 5477676 rear brake pad E-333 | 211 Vehicle Repair & Maint Supplies | -87.48 |
| | | Inv 5477676 brake rotor E-333 | 211 Vehicle Repair & Maint Supplies | -90.38 |
| | | Inv 5477676 1-gal 15w40 E-333 | 211 Vehicle Repair & Maint Supplies | -59.67 |
| | | Inv 5488129 spark plug E-333 | 211 Vehicle Repair & Maint Supplies | -7.92 |
| | | Inv 5510853 1-wiper motor pulse board E-314 | 211 Vehicle Repair & Maint Supplies | -22.99 |
| | | Inv 5514573 1-2.5 def E-333 | 211 Vehicle Repair & Maint Supplies | -10.67 |
| | | Inv 551529 1-round mirror freightliner | 211 Vehicle Repair & Maint Supplies | -19.12 |
| 7251 | Republic Services | Acct #3-0889-0014329 Inv #0889-002439623 | 319 Disposal Service - Fairgrounds Stn. | -63.13 |
| 7252 | UPS Store | Inv#18840 Notary | 330 Newspaper legal notice, advertising | -10.00 |
| 7253 | S Valley Business Systems | 131A black cart purchased 8/22/19 | 220 Office Supplies | -97.00 |
| | | 131A magenta cart purchased 8/22/19 | 220 Office Supplies | -125.00 |
| | | 131A cyan cart purchased 8/22/19 | 220 Office Supplies | -125.00 |
| | | 131A yellow cart purchased 8/22/19 | 220 Office Supplies | -125.00 |
| 7254 | S WEX Bank | Truck #314 | 210 Gas, Diesel, Oil | -72.31 |
| | | Truck #301 | 210 Gas, Diesel, Oil | -271.73 |
| | | Truck #318 | 210 Gas, Diesel, Oil | -65.37 |
| | | Truck #328 | 210 Gas, Diesel, Oil | -49.01 |
| | | Truck #327 | 210 Gas, Diesel, Oil | -50.69 |
| | | Truck #326 | 210 Gas, Diesel, Oil | -124.78 |
| | | Truck #323 | 210 Gas, Diesel, Oil | -101.84 |
| | | Truck #300 | 210 Gas, Diesel, Oil | -202.44 |
| | | Truck #316 | 210 Gas, Diesel, Oil | -52.77 |
| | | Truck #333 | 210 Gas, Diesel, Oil | -197.84 |
| | | Truck #308 | 210 Gas, Diesel, Oil | -64.71 |
| | | Truck #313 | 210 Gas, Diesel, Oil | -96.01 |
| TOTAL: | | | | -4685.15 |